

File
Monthly Rev.
Bureau

MINUTES OF BOARD OF TRUSTEES' MEETING
HELD THURSDAY, APRIL 25, 1963

| | |
|---------------------|----------------|
| Present: Mr. Barlow | Father Berry |
| Mr. Merdinger | Mr. Geaney |
| Mr. Cooper | Mrs. Lynn |
| Mr. Sterling | Mrs. Rosenberg |
| Miss Voigt | Dr. Paddock |

Mr. Kilduff - from staff

In the absence of Mr. Hardin, Miss Voigt presided.

Minutes of the last meeting were accepted as sent.

TREASURER'S REPORT

Mr. Cooper gave the Treasurer's Report which showed Three Months Disbursements \$26,937.19; Three Months Receipts \$21,287.21; Disbursements in Excess of Receipts \$5,649.98.

The Treasurer's Report was accepted as presented.

BUILDING & OPERATIONS REPORT

Mr. Merdinger reported on our new quarters at 15 Fulton Street and told the Board it was just about completed and invited them to inspect the building after the Board meeting. He presented to the Board a break-down of the Building & Repairs at 15 Fulton Street as follows:

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|----------|----------------------------|-----------------|
| 10-17-62 | Litwack-Shteir | \$ 1,600.00 |
| 11-15-62 | " " (Bldg. Permit) | 40.00 |
| 11-30-62 | Petty Cash (Bldg. License) | 3.30 |
| 12-3-62 | R. D. Construction Co. | 2,480.00 |
| 12-28-62 | " " | 3,630.00 |
| 1-24-63 | " " | 3,038.00 |
| 2-15-63 | James Pecora (plumbing) | 66.00 |
| 2-15-63 | R. D. Construction Co. | 5,040.00 |
| 3-14-63 | " " | 4,270.00 |
| 3- 1963 | Garden State Brickface Co. | 1,000.00 |
| 4-15-63 | " " | 1,216.00 |
| 4-15-63 | R. D. Construction Co. | <u>4,054.00</u> |
| | | \$26,437.30 |

Outstanding Bills

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|--|---------------------------------|
| \$ 554.00 - balance due Garden State Brickface Co. | |
| 5,628.10 - " " | |
| 3,105.00 - painting | |
| 1,948.00 - tile and carpeting | |
| <u>\$11,235.10</u> | |
| \$35,000.00 - borrowed from bank | \$26,437.30 - paid to date |
| 26,437.30 - paid to date | 11,235.10 - outstanding bills |
| \$ 8,562.70 | <u>\$37,672.40</u> |
| 3,657.23 - cash in account | 1,600.00 - less architect's fee |
| <u>\$ 4,905.47</u> | <u>\$36,072.40</u> |

He said out of the \$35,000 borrowed from the bank for remodeling 15 Fulton Street, \$4,905.47 had been used for normal operations of the Bureau. He felt this financial situation would right itself when we receive the money for 42 Bleeker Street and an allowance on relocation cost. The cost of remodeling our new quarters has reached \$36,072.40.

The Board discussed the building and its repairs and expressed approval of the way the entire matter had been handled by Mr. Merdinger and his Committee.

BELLEVILLE REPORT

Mr. Geaney said there was no report at this time from the Belleville Agency. However, Judge Abromson from the Belleville Board was to get in touch with Mr. Hardin sometime in the next few weeks in order to work out agreement arrangements between the Belleville Agency and ourselves.

CASE COMMITTEE REPORT

Dr. Paddock reported that at a meeting of the Case Committee held on Tuesday, April 23rd, the Case Committee had discussed the Range & Emphases of the Family Service Bureau Program.

Dr. Paddock advised the committee there were two principal items on tonight's agenda. At the request of Mr. Kilduff he wanted the committee to consider the implications of the merger with Belleville as far as the necessity to make a special classification for Mrs. Fawcett, the social worker who has been with the Belleville Agency for a number of years. She is not a member of the social work profession but rather a psychologist by training. In this discussion it was recognized that this would also be a matter for the Personnel Policies Committee to consider, but the consensus of the members of the committee seemed to be that it would be desirable to make special provisions for Mrs. Fawcett so that she could continue as a member of the staff of the merged agency. With regard to the potential clients from the Belleville area, the committee felt that the problems they would be presenting would be similar to the problems presently in the agency.

The second item on the agenda of the meeting had to do with Dr. Paddock acquainting the committee of his conversation with Miss Murta, Regional Field Consultant of F.S.A.A. during the time of her visit and evaluation of the agency. Miss Murta spoke with Dr. Paddock prior to the March 28th regular Board Meeting. Dr. Paddock stated that Miss Murta said it was not her idea to criticize the Case Committee, but rather to give us information concerning other agencies so that we could compare what we were doing with what they were doing. Dr. Paddock commented that he had only been the head of this committee for three or four years and prior to that the committee was headed by Dr. Bruce Robinson, a psychiatrist, who was influential in gearing the efforts of the agency on behalf of clients toward a more psychiatric approach. At the present time the committee has restricted its work to seeing and hearing from clients within the agency. It was felt by all members of the committee that it would be beneficial to broaden the scope of the Case Committee. Dr. Paddock pointed out as Board Member, they are responsible for the policies carried out by the casework staff. Selecting the kinds of cases the staff will work with depends on the decision

of the committee. In general the Casework Committee of other agencies inclined to take a broader view of the work of the agency. Dr. Paddock also pointed out that we do have the kinds of cases which require a knowledge of psychiatry and personality problems within the family and also, the fact that we do have a psychiatric consultant points us in that direction. The broad question we have to look into is to find out what cases we are taking and what cases we are not taking. This raised the whole question of whether or not the workers were working up to capacity and it was stated that Miss Murta in her discussion with Mrs. Casey did comment that it was obvious that all caseworkers were working up to capacity. We are taking all cases: question is related to the amount of effort expended in the unmotivated client.

Dr. Paddock said Miss Murta, in her discussion with him, referred to what he would consider the Ward Home type of case where the clients did not want us, and also the problems of older people - making a greater effort to pull into the agency groups or individuals that, up to the present time, were not too well motivated. He said she also made the point that it was a very good thing to have psychiatric social workers, but this does not preclude treating cases that don't require it. He said she seemed to present what he might describe as greater interest in the broader image of the social worker. Question was raised by Mr. Feuerstein and Mr. Schein as to what would happen to the clients we are seeing if we were to devote our energies in the directions mentioned above. It did seem this was something the committee as a whole would want to examine. The suggestion was made that it might be helpful to the members of the committee if we presented at the next meeting a complete run-down of the Intake within the agency in a given month and this will be done at the next meeting of the Case Committee which will be May 14th at the Downtown Club.

A copy of F.S.A.A. recent publication "Range & Emphases of a Family Service Agency" was given to Dr. Paddock for his perusal. As a group, the Case Committee resolved it was essential to do more than listen to the cases and to broaden the scope of the Case Committee. If after examining the cases the committee feels they want to retain the emphasis on the specialized counseling service we have at the present time, reasons for this will be spelled out clearly.

ANNUAL MEETING

Mr. Kilduff stated an Annual Meeting of the Bureau should take place sometime in May or June and Tuesday, May 28th, may be feasible. However, after discussion, the Board agreed that while, according to the Constitution, an Annual Meeting should be held, for this year suggested waiving the Annual Meeting, but convene the Board on the afternoon of the Open House for the Nominating Committee to present their slate of trustees for the 1965 class and at the June meeting, elect the officers of the Board for the next three years. The proposal was unanimously passed by the Board members present.

AGENCY REPORT

Mr. Kilduff reported on the work of the agency. He said in the first three months of 1963, 250 new clients had been seen in intake and 731 cases had been active in this period. \$2,783.60 had been realized from fees up to 4-24-63. The staff is working at capacity and the types of problems coming to the agency seem to be more serious in

nature, requiring great skill and a much longer time in treatment.

OTHER BUSINESS

Mr. Kilduff brought to the attention of the Board that a little over a year ago, the Board had given him an allowance of \$40 per month for the use of his car in business and at that time the Board asked him to report back within a year whether or not this reimbursement was fair and adequate. He discussed the reimbursement and indicated on the basis of mileage he covered in the past year, the \$40 did not pay for the depreciation and wear and tear on the car, and with the proposed extension of service to the Belleville area, there would be an increased use of his car. The Board discussed reimbursement and it was decided, after discussion, that compensation for the use of his car be raised from \$40 to \$60 a month. The Board members present unanimously passed this recommendation.

The May Meeting will take place at the time of the Open House - on Tuesday, May 28th - at 3:30 P.M.

Meeting adjourned.

Edward V. Kilduff
Executive Secretary